

# *Funding/Budgeting Implementation and Migration Planning Team*

The Governance Implementation and Planning team held their first session Tuesday December 7<sup>th</sup>.

Team members include:

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The team reviewed the final status of the EIP assessment and the resulting focus by the Governor on moving toward development of the “Service Provider” model for the statewide Information Technology organizations. Additionally, the focus on developing 8 project plans for submission to the Governor by January 11<sup>th</sup>.

*The Mission of the Technology Funding Methodologies Implementation & Migration Planning Team was constructed and is as follows:*

*The Funding Methods Implementation and Migration Planning team will develop a project timeline for development of new statewide funding practices and policies for technology. This will enable Iowa’s Executive branch to utilize resources and derive higher levels of successful operation. This will result in a more defined and accountable funding process and provide a list of considerations and timeline for implementation.*

## Funding Methodologies Impl. & Migration Planning Team Meetings

<b><u>December 7</u></b>	<b><u>December 14</u></b>	<b><u>December 20</u></b>	<b><u>January 10</u></b>
Project Initiation Workshop	Analyze strengths and weaknesses.	Develop risk assessment.	Redline the final document.
Develop Team Mission	Develop implementation timeline.	Identify cultural considerations.	
Identify Key Activities		Define implementation cost elements.	



Governance 12.14.04

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The team is responsible for developing the final report in the above schedule. The Redline review of the teams report will be the content of the January 10<sup>th</sup> session.

## **Key Activities**

### **Budget Issues**

- Department budgets
  - how are they developed
  - what IT components are included
- Define what resources are included in dept. budget vs. enterprise budget
- Budgeting process & system definition
- IT expenditure tracking process
- Define IT “expenses” – what’s included
  - FTE?
    - non-IT classifications
    - task oriented?
- Budget monitoring process
  - reporting process
  - tracking
- Budget change impact process
  - appropriations
  - rates

### **Funding Issues**

- Look at current funding sources
- Results oriented project funding tracking
- Federal matching fund impact
  - impact on State budget
  - impact on dept. budget
- Funding impact (State & other) of moving resources between dept. and enterprise
  - permanent and temporary
- Agency funding requirements
  - internal/external
- Explore restriction of federal indirect funds

### **Enterprise Portfolio Management Office (EPfMO)**

- Timely project and grant review process
- Location of EPfMO positions & functions
  - direct to agency or IT enterprise?
- Project prioritization process
- Requirements/resource matching and management process
- Identify authority and responsibility of various “bodies”
- Develop mechanism to report project cost to EPfMO
- Inventory of projects
- Project definition

## **Accounting & Cost Structure Issues**

- Time reporting
  - by funding source
  - by function
- Cost allocation methodologies
  - indirect/overhead
  - departmental and statewide IT organization
- Cost structure and chargeback methodologies/processes
  - agency vs. enterprise cost
  - rate development oversight

## **Other Issues**

- Integrated billing system
  - auditable
- Current and future budget/fiscal systems capabilities
  - currently planned
  - needed enhancements
- Asset ownership/accountability
  - State & Federal
- Asset inventory
- Exception management process
- Consequence process for exception to established procedure
- Identify who buys what IT related products & services
- List of implementation considerations/issues
- SWICAP impact
- Training and skills development
- Strategy to engage Governor/Legislature/Policy-makers regarding impact and savings
  - accountability
  - scorecard/measurements

## **Other Team Issues**

- Application & license inventory (Apps)
- Lifecycle management funding (Lifecycle)